

DIRECTOR OF CENTRAL INTELLIGENCE
Committee on Imagery Requirements and Exploitation
Washington, DC 20505

CMF Document File

DCI/ICS/84-4639
30 October 1984

MEMORANDUM FOR: COMIREX Members and Consultants

SUBJECT: CAMS Training for Reservists

1. This memorandum is to record the decision that I will not accept reservists as candidates for CAMS training at this time without specific justification. In my view, sending a reservist to a CAMS course would be a total waste of time unless the reservist has an assignment which will allow him or her to use the CAMS system frequently enough to reinforce and maintain the training. CAMS training remains a scarce resource and the use of CAMS training space for a reservist not regularly involved with CAMS is questionable until all those people who use CAMS regularly in their daily work have received this essential training.

2. If a member of COMIREX desires to send a reservist to a CAMS course, he must forward to the Executive Secretary of COMIREX an explanation of the purpose of the training. The explanation should discuss the frequency and regularity of the candidate's subsequent use of the system and the utility of the course to his current assignment. CIA's Office of Training and Education (OTE) will not accept applications for reservists without prior approval of Chairman, COMIREX. Moreover, the sponsor must be responsible for meeting the security requirements of OTE, which are:

- a. The reservist must be in active duty status during training;
- b. Requirements of a TOP SECRET clearance and SCI eligibility must be met;
- c. Certification of clearances and accesses must be forwarded to the Security Office/OTE at least two weeks prior to actual start of CAMS training; and
- d. If Chairman, COMIREX, determines need-to-know and sponsoring COMIREX member verifies eligibility, reservist will be given unescorted access for CAMS training.

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DIRECTOR OF CENTRAL INTELLIGENCE
Committee on Imagery Requirements and Exploitation

DCI/ICS-82/4590
17 September 1982

MEMORANDUM FOR: COMIREX Members and Consultants

SUBJECT: Survey of User Training for CAMS2 Processing Segment (P/S)

REFERENCE: CAMS2 Processing Segment Training Plan (U), Specification
Number D01005, Dated 16 July 1982

1. I request your assistance in support of a COMIREX/OICE-sponsored survey of anticipated Community-wide needs for training prior to and following implementation of the new CAMS2 (P/S) system in May 1984.
2. The reference describes the contractor proposed courses and materials to be used in the CAMS2 (P/S) Training Program and was provided to each member organization as a part of the Processing Segment Detailed System Design Review (DSDR) documentation package. The courses are designed to facilitate user transition from the existing CAMS to the CAMS2 (P/S) system, and to provide training on CAMS2 (P/S) for users with no previous CAMS experience. Present planning provides for CAMS2 (P/S) training to be offered intermittently three months prior to IOC and three months following IOC. Thereafter, CAMS2 (P/S) training will be scheduled regularly, but not as an IOC-related activity.
3. It is believed that the projected number of users to be trained during the six month period centered on the IOC as contained in the reference, is in need of revision. The results of this survey will provide more definitive data on the number of users to be trained. The data will also enable us to adjust estimates of the requisite resources and course scheduling requirements.
4. The CAMS2 (P/S) user training survey consists of two phases. Initially, request that you arrange for copies of the survey form to be distributed to, and completed by, appropriate components of your organization, and returned (to the address indicated on the form) by 15 October 1982. Copies of the survey form are contained in the attachment. Those member/consultant organizations that will maintain imagery requirements liaison office(s) in separate organizations and/or at remote field locations are requested to insure that user training needs at these locations are coordinated with host-activity representatives. Following the return of the survey form(s), the second phase will consist of follow-up telephone and/or personal contact with you and/or your designated representative by a member of the CAMS2 (P/S) staff for the purpose of clarifying or amplifying data contained in the survey form.

91

5. Please note the above-indicated deadline of 15 October 1982, the date by which the survey must be in the hands of the contractor in order to meet the established project timeline. Your timely and carefully prepared response(s) to the survey will materially assist our planning for the CAMS2 (P/S) Training Program.

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Chairman

Attachment: as stated (3 copies each)

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SURVEY OF ANTICIPATED
COMMUNITY USER TRAINING
on the
COMIREX AUTOMATED MANAGEMENT SYSTEM (CAMS2)
PROCESSING SEGMENT (P/S)

ORGANIZATION: _____

COMPONENT (e.g., Directorate, Division, Branch): _____

POINT(S) OF CONTACT: _____

TELEPHONE NUMBER () - _____

The purpose of this survey is to acquire data on anticipated Community needs for user training on CAMS2 (P/S) prior to and following implementation of the new system in May 1984. The data will be used to support estimates of CAMS2 (P/S) training resources and scheduling requirements. Formal notification of course schedules and solicitation of applications for Community training will be provided approximately October 1983.

The survey is organized into three parts, according to the type(s) of instruction, as follows:

- Part I - Introduction to CAMS2 (P/S)
- Part II - CAMS2 (P/S) Language and Functions
- Part III - CAMS2 (P/S) Software Support Programs

If there are any questions regarding the inquiries contained herein, the CAMS2 (P/S) point of contact is

When completed, the forms should be approved, assigned the appropriate security classification, and forwarded via COMIREX member or representative by 15 October 1982 to:

CENTRAL INTELLIGENCE AGENCY

ATTN:
Room 5E25
Washington, D.C. 20005

COMMUNITY USER TRAINING FOR CAMS2 (P/S)

PART I - INTRODUCTION TO CAMS2 (P/S)

A. The INTRODUCTION TO CAMS2 (P/S) course will provide training for Community users transitioning from the present CAMS system to CAMS2 (P/S). Emphasis will be placed on similarities and differences between the two systems in support of functional tasks. The course will be offered intermittently during the twelve week period prior to CAMS2 (P/S) IOC (15 May 1984) and during a twelve week period thereafter.

This course is of eight days duration with prerequisites consisting of:

1. Prior attendance at the CAMS Language and Functions course (or equivalent special training) and CAMS experience
2. Familiarity with the Delta Data 7260T Terminal*

Topics to be covered include, but are not limited to:

- User Command Language
- Nomination Process
- CAMS2 (P/S) Databases
- Database Queries
- User Aids
- 'ASKIT' Type Queries

- * Programmed replacement of currently installed CAMS terminals with the new Delta Data 7260T, which commenced in FY 82, will be completed by the end of FY 83. Familiarity with the terminal may be obtained through use in the work environment, attendance at a Delta Data 7260T terminal course offered through the CIA Information Science Center (ISC), or by completing the 7260T terminal self-study workbook which will be sent to CAMS2 (P/S) course attendees with the student registration package.

B. Responses to the following inquiries relate to your organizations needs for the INTRODUCTION TO CAMS2 (P/S) course.

1. How many CAMS users are currently in your organization/component? _____

2. It is estimated the total number of CAMS users indicated in B.1 above, will increase to _____ ... or decrease to _____ by December 1983.

3. Of the total number of estimated users indicated in B.2 above, please provide an estimate of the number of users requiring training prior to IOC and the number of users who could be trained post-IOC during the months indicated below.

INTRODUCTION TO CAMS2 (P/S) PRE-IOC

<u>Month</u>	<u>Number of Users</u>
February, 1984	_____
March, 1984	_____
April, 1984	_____
May, 1984 (4/30 - 5/9)	_____
TOTAL	_____

INTRODUCTION TO CAMS2 (P/S) POST-IOC

<u>Month</u>	<u>Number of Users</u>
May, 1984 (5/21 - 5/30)	_____
June, 1984	_____
July, 1984	_____
TOTAL	_____

PART II - CAMS2 (P/S) LANGUAGE AND FUNCTIONS

A. The CAMS2 (P/S) LANGUAGE AND FUNCTIONS course will be provided for Community users who have not attended the existing CAMS Language and Functions course. Current planning provides for the CAMS2 (P/S) LANGUAGE AND FUNCTIONS course to be offered once prior to IOC (in April 1984) and on a scheduled basis following IOC.

The CAMS2 (P/S) LANGUAGE AND FUNCTIONS course is of ten days duration with prerequisites consisting of appropriate security clearances and familiarity with the Delta Data 7260T terminal*.

Topics covered in this course include, but are not limited to:

- User Command Language
- Nomination Process
- CAMS2 (P/S) Databases
- GIM-III
- Database Queries
- User Aids
- 'ASKIT' Type Queries

* Reference Footnote on page 2.

B. Responses to the following inquiries relate to your organizations needs for training in CAMS2 (P/S) LANGUAGE AND FUNCTIONS. Please note that final training on the existing CAMS system is tentatively scheduled for the last two weeks in January 1984.

1. How many new users in your organization, between the last course in January 1984 and IOC (15 May 1984), will not have attended the existing CAMS Language and Functions course? _____

2. How many users in your organization will have CAMS on-the-job training and some hands-on CAMS experience for the months indicated below:

<u>Month</u>	<u>Number of New Users</u>
January, 1984	_____
February, 1984	_____
March, 1984	_____
April, 1984	_____
TOTAL	_____

3. How many users will be assigned to work on CAMS2 (P/S) immediately following IOC who will have not attended the CAMS Language and Functions course.

<u>Month</u>	<u>Number of New Users</u>
May, 1984	_____
June, 1984	_____
July, 1984	_____
August, 1984	_____
TOTAL	_____

PART III - CAMS2 (P/S) SOFTWARE SUPPORT PROGRAMS

Although the courses described in PART I A. and PART II A. will provide an introduction to software packages available to CAMS2 (P/S) users through the P/S terminal, additional training is being considered in AIM, RAMIS, SAS, IDM/IDL, and VM/CMS. It is tentatively planned for the courses to run two to three days in duration; the courses will not be scheduled consecutively. A brief description of each of these programs is as follows:

AIM - is a generalized office automation package and electronic mail service which allows for memo writing capabilities, meeting notices, bulletin board, and document distribution.

RAMIS - provides a generalized report generation capability, operating in either an on-line or off-line mode using data obtained from CAMS2 (P/S) database.

SAS - is a generalized statistical package to support CAMS2 (P/S) analysis and reporting capabilities.

IDM/IDL - IDM is the relational database which stores the feedback and accomplishments data; IDL is the database command language used on the IDM. GIM will be used to access this data.

VM/CMS - is the IBM supplied operating system under which CAMS2 (P/S) will run; VM/CMS is a timesharing system which controls P/S and determines how files are created, maintained, and executed.

NOTE: For more detailed information, please refer to the CAMS2 (P/S) Preliminary System Design Specification Document, Chapter 3, dated 22 February 1982.

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1. Will the users in your organization need this type of training? _____
2. If the answer to Question 1 above is yes, how many users would attend the classes in the time frames indicated:

	PRE-IOC	POST-IOC			
		<u>May</u>	<u>June</u>	<u>July</u>	<u>after August 1984</u>
AIM	_____	___	___	___	_____
RAMIS	_____	___	___	___	_____
SAS	_____	___	___	___	_____
IDM/IDL	_____	___	___	___	_____
VM/CMS	_____	___	___	___	_____

In the space below, please provide additional comments you wish to make concerning your organization's training needs.

Approved: _____
Signature

Organization

Date